



## **Downtown Outdoor Dining Furniture Grant**

### **Program Guidelines**

#### *Purpose*

Downtown Outdoor Dining Furniture Grant Program provides a grant for Downtown businesses to utilize outdoor dining in the City's sidewalk right-of-way areas. The Outdoor Dining Furniture program is designed to help invest in high-quality furniture to complement and enhance Downtown revitalization efforts.

#### *The Program*

Downtown restaurants or eating establishments that desire to use the Downtown's public sidewalk for outdoor dining can apply for grant funds to purchase the necessary equipment. To help defer some of the costs for implementing these standards, the program contains the following components:

1. The City will grant funds to businesses on a first-come, first-serve basis. In the 2014/15 fiscal year, the program has a budget of \$5,000. Subsequent annual funding will be determined through the City's Operating Budget review process.
2. Funds will be granted to individual businesses to assist in the purchase of furniture for outdoor dining that is to be used in the sidewalk right-of-way area. Grants (up to \$2,500 per business) will be provided to reimburse businesses for the cost of purchasing outdoor dining furniture once every three years. Any expenditure that exceeds the grant amount shall be the sole responsibility of the applicant(s). At a minimum, four businesses in the first year will benefit from the Program. Funds remaining in the grant pool at the end of the Fiscal Year will not be extended or rolled over into the following Fiscal Year.
  - a. The business receiving the grant will be required to utilize the sidewalk right-of-way for an ongoing, consistent basis subject to approval of all required permits.
  - b. The business will be responsible for selecting a vendor to purchase the furniture, and the furniture must meet the standards and procedures outlined in the City's Municipal Code Chapter 17.900.
  - c. If the business ceases operation after the first year of receiving a grant, the furniture purchased with grant funds can be transferred by the grantee to another program applicant with the approval of the Economic Development Manager or other City designee overseeing the implementation of the program. If the operation ceases within a year of the grant being received, the City may request reimbursement of the grant funds, or request that the furniture purchased with the grant funds become the property of the City of Brentwood. In this instance, the City could reassign the furniture to other program applicants. Repayment of

any funds will be reinvested into the program to aid additional businesses and extend the life of the program; or at the discretion of the Economic Development Manager, or other City designee overseeing the program, could be used to fund other Downtown development incentive programs.

#### *Eligibility*

Applicants must operate a business on the ground floor within the Downtown Core District zone as defined by the Downtown Specific Plan. The applicant is required to have a current City business license and must verify that there are no code enforcement actions currently active against the building or business.

#### *Participation Agreement*

Applicants shall be required to execute an Agreement after approval of their grant application package and after applicants pay any permits required for outdoor dining.

#### *Eligible Equipment*

Items eligible for grant funds include tables, chairs, umbrellas, umbrella stands, fencing, portable heaters, and large planter pots. Furniture and other items must meet the design standards set forth in the City's "Standards for Outdoor Dining in Public Right-of-Way" (Municipal Code Chapter 17.900).

#### *Ineligible Equipment*

Ineligible items for grant funds include, but are not limited to, plastic furniture, bollards, table top accessories and application and permit fees and bonds.

#### *Questions?*

Please contact Peggy Trudell, Senior Community Development Technician, at 516-5187 or ptrudell@brentwoodca.gov

#### **APPLICATION CHECKLIST**

- ☐ Business Incentive Application.
- ☐ Administrative Design Review Application to be submitted to the City Planning Division for approval of the outdoor dining furniture.
- ☐ Plot plan of the outdoor area to be used in front of the business.
- ☐ Plot plan how the proposed outdoor furniture, protective planters, and/or fencing will be placed.
- ☐ Detailed information of the outdoor furniture to be purchased.
- ☐ Hours of operation and days of the week the outdoor area will be used.



**THE CITY OF BRENTWOOD**  
**CITY OF BRENTWOOD ECONOMIC DEVELOPMENT DIVISION**  
**BUSINESS INCENTIVE APPLICATION**

Please review program guidelines for information to submit with this application.

☐ Outdoor Dining Furniture Grant

Application packages without all the information requested in the individual program guidelines will not be processed until the application submittal is complete.

Return application package in person to 150 City Park Way, Brentwood, CA 94513 or by mail to 150 City Park Way, Brentwood, CA 94513. Facsimiles will not be accepted.

**BUSINESS PROFILE**

BUSINESS NAME: \_\_\_\_\_

BRENTWOOD BUSINESS ADDRESS: \_\_\_\_\_

NATURE OF BUSINESS: \_\_\_\_\_

TELEPHONE: \_\_\_\_\_ YEAR BUSINESS ESTABLISHED: \_\_\_\_\_

**APPLICANT**

APPLICANT NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

TELEPHONE: \_\_\_\_\_ EMAIL: \_\_\_\_\_

**PROPERTY OWNER(S)**

**If more than one, list owners' information on separate sheet and include percentage of ownership**

NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

TELEPHONE: \_\_\_\_\_ EMAIL: \_\_\_\_\_

**BUSINESS OWNERSHIP**

☐ Sole Proprietorship

☐ Limited Partnership

☐ General Partnership

☐ Not for Profit

Other (define): \_\_\_\_\_

The Assessor Parcel Number of this property is: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_  
(this information is listed on the property tax form)

City of Brentwood Business License Number: \_\_\_\_\_

List Date of Lease Expiration, if applicable (MM/DD/YY): \_\_\_\_\_

### **CERTIFICATIONS**

I/We have read and understand the Program Guidelines and accept these qualifications and conditions. I/we authorize the Redevelopment Agency and/or the City of Brentwood staff the ability to inspect the property in relation to this application.

I/We certify that I/we are qualified and will abide by such conditions set forth in this application and all reasonable conditions which may be issued by the Redevelopment Agency and/or the City of Brentwood in the implementation of this project.

I/We certify that the owner of the property is the owner of record and that there are no current code enforcement actions pending against this property. If application is being submitted by a tenant, property owner agrees to proposed improvements.

INFORMATION PROVIDED WITH THIS APPLICATION WILL BE USED ONLY TO DETERMINE ELIGIBILITY FOR THE PROGRAM(S) AND GRANTING OF FUNDS. APPLICATIONS WILL BE PROCESSED ON A FIRST COME, FIRST SERVE BASIS.

#### **PLEASE SIGN AND DATE:**

I/WE GIVE MY/OUR PERMISSION TO THE REDEVELOPMENT AGENCY AND/OR CITY OF BRENTWOOD TO REQUEST THE RELEASE OF ANY INFORMATION THAT WILL VERIFY MY/OUR ELIGIBILITY TO RECEIVE FUNDS UNDER THE DOWNTOWN RESTAURANT INCENTIVE PROGRAM, FAÇADE IMPROVEMENT GRANT PROGRAM AND/OR OUTDOOR DINING FURNITURE GRANT PROGRAM. I/WE DECLARE UNDER PENALTY OR PERJURY THAT THE ABOVE STATEMENTS ARE TRUE AND CORRECT.

DATE: \_\_\_\_\_ Applicant: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

DATE: \_\_\_\_\_ Property Owners: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

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### **FOR OFFICE USE ONLY**

COMPLETE APPLICATION RECEIVED DATE: \_\_\_\_\_

PROJECT IS: ☐ ELIGIBLE ☐ LOCATION INELIGIBLE ☐ SCOPE INELIGIBLE

STAFF SIGNATURE OF APPLICATION APPROVAL: \_\_\_\_\_

CLIENT/CASE NUMBER: \_\_\_\_\_

Applicant: .....  
Contact: .....  
Address: .....  
Telephone #: .....  
Fax No.: .....  
Email: .....  
Site location: .....  
APN: .....

### For Staff Use Only:

File No.: .....

Date Received: .....

Accepted By: .....

Note: .....

### Annexation

Acres .....

- ☐ 0 - 5 acres ..... \$2,195.00
- ☐ 5.01 - 50 acres ..... \$15,365.00
- ☐ 50.01 acres or more ..... \$21,953.00
- ☐ Legal Review/Consulting Deposit ..... \$3,000.00 \*\*

### Conditional Use Permit

Residential Units .....

- ☐ 1 - 4 units (per unit) ..... \$649.00
- ☐ 5 - 15 units ..... \$4,666.00
- ☐ 16 or more units ..... \$5,186.00
- ☐ Residential Plan Check ..... \$518.00

### Daycare

- ☐ Daycare ..... \$126.00
- ☐ Plan Check ..... \$12.65

Nonresidential Sq. Feet .....

- ☐ 1 - 2,500 sq. ft ..... \$2,592.00 \*
- ☐ 2,501 - 10,000 sq. ft ..... \$3,889.00 \*
- ☐ 10,000 sq. ft. or more ..... \$4,666.00 \*
- ☐ Nonresidential Plan Check ..... \$518.00

\* + Engineering Fees of \$1,903.00 + \$1,000.00 per acre for commercial projects ≥ 1 acre; \$904.00 for commercial projects < 1 acre \$ .....

### Subdivision

Tentative Maps Lots .....

- ☐ 1 - 4 lots (Parcel Map) ..... \$2,799.00 \*
- ☐ Parcel Map Waiver ..... \$2,177.00 \*\*\*
- ☐ Parcel Map Waiver Plan Check ..... \$295.00
- ☐ 5 - 50 lots (TSM) ..... \$22,389.00 \*
- ☐ 51 lots or more ..... \$27,988.00 \*
- ☐ Final Map Plan Check ..... \$2,799.00
- ☐ Legal Review/Consulting Deposit ..... \$3,000.00 \*\*

\* + Engineering Fees of \$2,591.00 + \$10.00 per lot  
+ Parcel Map Engineering Fees of \$1,505.00 + \$10.00 per lot \$ .....

\*\*\* + Engineering Fees of \$666.00

☐ Preliminary Review - No Charge

### Sign Permit Review

- ☐ Administrative ..... \$229.00
- ☐ Sign CUP ..... \$677.00
- ☐ Temporary Signs & Banners ..... No Charge

### Design Review

Residential Units .....

- ☐ 1 - 4 units (per unit) ..... \$945.00
- ☐ 5 - 15 units ..... \$6,817.00
- ☐ 16 or more units ..... \$7,574.00
- ☐ Residential Plan Check ..... \$756.00
- ☐ Legal Review/Consulting Deposit ..... \$3,000.00 \*\*

Nonresidential Sq. Feet .....

- ☐ 1 - 2,500 sq. ft ..... \$4,194.00 \*
- ☐ 2,501 - 10,000 sq. ft ..... \$6,291.00 \*
- ☐ 10,000 sq. ft. or more ..... \$7,549.00 \*
- ☐ Nonresidential Plan Check ..... \$838.00
- ☐ Legal Review/Consulting Deposit ..... \$3,000.00 \*\*

\* + Engineering Fees of \$1,903.00 + \$1,000.00 per acre for commercial projects ≥ 1 acre; \$904.00 for commercial projects < 1 acre \$ .....

### General Plan/Specific Plan Amendment

Acres .....

- ☐ 0 - 5 acres ..... \$3,237.00
- ☐ 5.01 - 50 acres ..... \$10,241.00
- ☐ 50.01 acres or more ..... \$12,802.00
- ☐ Legal Review/Consulting Deposit ..... \$3,000.00 \*\*

### Planned Development

Residential Acres .....

- ☐ 0 - 5 acre ..... \$7,972.00
- ☐ 5.01 - 50 acres ..... \$14,353.00
- ☐ 50.01 or more acres ..... \$15,947.00

Nonresidential Acres .....

- ☐ 0 - 5 acre ..... \$8,436.00
- ☐ 5.01 - 50 acres ..... \$11,960.00
- ☐ 50.01 or more acres ..... \$14,353.00
- ☐ Legal Review/Consulting Deposit ..... \$3,000.00 \*\*

☐ Temporary Use Permit ..... \$490.00

- ☐ **Peer Review** Consultant Cost + 15% City Admin.  
Deposit Amount Required \$3,000.00

**Rezoning/Zoning Ordinance Amendment**

Acres \_\_\_\_\_

- ☐ 0 - 5 acres ..... \$3,986.00  
☐ 5.01 - 50 acres ..... \$12,758.00  
☐ 50.01 acres or more ..... \$15,947.00  
☐ Legal Review/Consulting Deposit ..... \$3,000.00 \*\*

**Variance**

**Residential** Units \_\_\_\_\_

- ☐ 1 - 4 units ..... \$2,592.00  
☐ 5 - 15 units ..... \$4,666.00  
☐ 16 or more units ..... \$5,186.00  
☐ Residential Plan Check ..... \$518.00

**Nonresidential** Sq. Feet \_\_\_\_\_

- ☐ 1 - 2,500 sq. ft ..... \$2,592.00  
☐ 2,501 - 10,000 sq. ft ..... \$3,889.00  
☐ 10,000 sq. ft. or more ..... \$4,666.00  
☐ Nonresidential Plan Check ..... \$518.00

**Administrative** Per Unit

- ☐ Administrative Variance ..... \$677.00  
☐ Plan Check ..... \$51.00

**Landscape**

- ☐ Landscape Plan ..... \$701.00  
☐ Plan Check ..... \$68.00  
☐ **Development Agreement** ..... \$4,406.00  
☐ Legal Review/Consulting Deposit ..... \$3,000.00 \*\*

- ☐ **Amendment** ½ Current Fee ..... \$ \_\_\_\_\_

- ☐ **Time Extension** ½ Current Fee \$ \_\_\_\_\_

- ☐ **Administrative Oil Permit** ..... \$634.00

- ☐ Legal Review/Consulting Deposit ..... \$3,000.00 \*\*

- ☐ **Appeals** ..... \$126.00

- ☐ **Residential Street Addressing** ..... \$296.00

- ☐ **Special Services Fee**

Number of Dwelling Units: \_\_\_\_\_

Planning Studies \$ \_\_\_\_\_

Fee is \$96.00 per Dwelling Unit

- ☐ **RGMP Allocation Fee** ..... \$ \_\_\_\_\_

Fee is \$2,645.00 per application

- ☐ **Outdoor Dining/Merch. Display Fee** ..... \$759.00

- ☐ **Outdoor Dining/Merch. Display Renewal** ..... \$249.00

- ☐ **Residential Condo Conversion** ..... \$8,412.00

- ☐ **Parking In-Lieu Fee** ..... \$ \_\_\_\_\_

Number of Spaces \_\_\_\_\_

Fee is \$3,162.00 per space for Retail / Office/Commercial,  
or any required additional off-site residential parking space.

\*\* If multiple planning fees list a deposit requirement  
then one initial deposit of \$3,000.00 is required.  
Actual cost: Consultant cost + 20% City Admin.

**Affordable Housing**

- ☐ Legal Review/Consulting Deposit ..... \$3,000.00 \*\*

- ☐ **Adult Oriented Business Permit** ..... \$2,867.00

- ☐ **Special Studies**

Consultant Cost + 25% City Admin.

Deposit Amount Required ..... \$ \_\_\_\_\_

Type: \_\_\_\_\_

**Environmental Review**

- ☐ Categorical Exemption ..... \$185.00

- ☐ Negative Declaration ..... \$1,980.00

**Mitigated Negative Declaration**

- ☐ Prepared by City of Brentwood ..... \$3,171.00

- ☐ Mitigation Monitoring ..... \$1,425.00

- ☐ **Environmental Impact Report**

Consultant Cost + 25% City Admin

Deposit Amount Required ..... \$ \_\_\_\_\_

- ☐ Legal Review/Consulting Deposit ..... \$3,000.00 \*\*

- ☐ **Other Environmental Reports**

Consultant Cost + 25% City Admin.

Deposit Amount Required ..... \$ \_\_\_\_\_

Type: \_\_\_\_\_

- ☐ **Habitat Conservation Fee** ..... \$1,209.00

- ☐ **Complex Habitat Deposit** ..... \$3,000.00

**\*Contra Costa County Clerk Filing Fees**

- ☐ Notice of Exemption ..... \$50.00

- ☐ Notice of Determination (ND, MND) ..... \$2,060.25

- ☐ Notice of Determination (EIR) ..... \$2,842.25

\* An Environmental Determination for every application is made by the Community Development Department Staff following the submittal of a complete application. The applicant will be notified of the appropriate fee following this determination. The State Department of Fish & Game and Contra Costa County require the above filing fee (AB 3158) at the time of project approval. Fees are to be included with the application fees to the City of Brentwood.

**Disclaimer:**

This Universal application is a standard form. The City Council periodically amends the fee schedule shown on this application. Notwithstanding the fee stated on this application, the fees shall be those approved by the City Council and shall be effective on the applicable date for those actions. Therefore, this form may not be the current version and may not contain current information, as fee schedule information contained herein may have changed and/or has been updated. The City of Brentwood makes no warranty, representation or guaranty as to the content, sequence, accuracy, timeliness or completeness of any of the information provided herein. The City of Brentwood shall assume no liability for: 1) Any Errors, Omissions, or Inaccuracies in the information provided regardless of how caused; or 2) Any missing or incomplete information. A current copy of this form may be obtained at the City of Brentwood Community Development Department at 118 Oak Street, Brentwood, California.

All planning fees shall be collected at the time of the initial application for the entitlement process.

**Fees Received:**

Date	Receipt No.	Amount
_____	_____	\$ _____
_____	_____	\$ _____
<b>Total Fees Received</b>		<b>\$ _____</b>

**Proposed Project Name:** \_\_\_\_\_

Project Location or Address: \_\_\_\_\_

Detailed Project Request/Description: \_\_\_\_\_

**Applicant's/ Developer's Name:** \_\_\_\_\_

Address: \_\_\_\_\_ Telephone No. \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Fax No. \_\_\_\_\_ Email Address: \_\_\_\_\_

**Architect's or Engineer's Name:** \_\_\_\_\_

Address: \_\_\_\_\_ Telephone No. \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Fax No. \_\_\_\_\_ Email Address: \_\_\_\_\_

**Property Owner of Record's Name:** \_\_\_\_\_

Address: \_\_\_\_\_ Telephone No. \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Fax No. \_\_\_\_\_ Email Address: \_\_\_\_\_

***CERTIFICATION:***

I hereby certify that the statements furnished above, and in the attached exhibits, present the data and information required for this initial evaluation to the best of my ability, and that the facts, statements, and information presented are true and correct to the best of my knowledge.

\_\_\_\_\_  
Applicant's Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Applicant's Name

\_\_\_\_\_  
Company

**NOTE:** If the Applicant is not the Property Owner, then the Property Owner must sign below to authorize the Applicant as his/her official representative.

I, \_\_\_\_\_ property owner, do hereby authorize the Applicant,  
\_\_\_\_\_ as my official representative in all matters relating to this Application.

\_\_\_\_\_  
Owner's Name

\_\_\_\_\_  
Owner's Signature

\_\_\_\_\_  
Date



# Encroachment Permit

Public Works Department  
Engineering Division

Effective: July 1, 2007  
Revised: August 15, 2007

Permit No: \_\_\_\_\_ Expires: \_\_\_\_\_ Bond Amt: \_\_\_\_\_

Applicant: _____ Address: _____ Phone: _____ Contractor License No.: _____	Contractor: _____ Address: _____ Phone: _____ Business License No: _____
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Location of Work: _____ Cross Street: _____	Cost of Work: _____ Completion Date: _____
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Description of Work:

I hereby certify that all information provided in this application is true and complete and I agree to comply with the conditions listed below and on the reverse side hereof.

\_\_\_\_\_

Applicant's Signature Date

Applicable Standard Details and Special Provisions:	<ul style="list-style-type: none"><li>• Contractor shall protect all existing improvements.</li><li>• Any existing improvements which are damaged or removed during the course of construction shall be replaced in kind.</li><li>• All construction shall be in accordance with City of Brentwood's Standard Plans &amp; Specifications.</li><li>• All debris within public right-of-way is to be removed at the end of each day.</li><li>• All work shall be performed weekdays between the hours of _____.</li><li>• Prior to construction contact the inspector _____.</li></ul>
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<b>FEE CALCULATION</b>  Processing: \$ _____ Inspection Fee: \$ _____ Other \$ _____ Total Fee: \$ _____ Date Paid: _____ Receipt No: _____	<b>PERMIT APPROVED:</b>  _____ Date City Engineer <b>WORK ACCEPTED:</b>  _____ Date Public Works Inspector  _____ Date City Engineer
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\*\*\*This form shall not be changed except where a blank exists. If a change is made to this form, the permit shall be void. \*\*\*



## ENCROACHMENT PERMIT NOTES

1. Permittee shall notify an Engineering inspector to set up a pre-construction meeting at least 48 hours prior to the start of any work. The name and phone number of the assigned inspector will be provided on the permit. This condition also applies to restart of the job when closed down by rain or other reasons for more than 10 days.
2. The permittee shall begin the work or use authorized by this permit within 30 calendar days from date issuance, unless a different period is stated in the permit. If the work or use is not begun accordingly, then the permit shall become void.
3. The permittee shall complete the work or use authorized by a permit issued pursuant to this chapter within the time and according to the terms specified in the permit. If work is unduly delayed by the permittee and if the interest of the public reasonably so demand, the city engineer shall have authority to complete the work or any portion thereof. The actual cost is such work by the city plus twenty percent as an overhead charge shall be charged to and paid by the permittee or his surety.
4. The permittee shall keep this permit at the site at work and the permit must be shown to any authorized representative of the City of Brentwood or the law enforcement officer on demand.
5. Permits shall be issued only to the person making application therefore and may not be assigned to another person or location by the permittee. If any permittee assigns his permit to another person or another location, the permit shall become void.
6. The permittee will hold the City of Brentwood and its officers and employees harmless from and will indemnify them against all claims, liability and loss, and in particular from and against all such claims, liability and loss predicated on active or passive negligence of the City of Brentwood resulting directly or indirectly from operations under an issued encroachment permit. This hold harmless obligation shall not terminate during the life of the permit. The permittee shall inform himself as to the existence and location of all underground facilities and protect the same against damage. The permittee shall not interfere with any existing utility without the written consent of the City Engineer and owner of the utility. If it is necessary to relocate an existing utility, such relocation shall be done by the owner. No utility owned by the City shall be moved to accommodate the permittee, unless the cost of such work is borne by the permittee. The cost of moving privately owned utilities shall be similarly borne by the permittee, unless other contractual arrangements are made. The permittee shall support and protect all pipes, conduits, poles, wires, or other underground structures affected by excavation work, and shall inform the owner if any damage occurs to such facilities during the conduct of the work. All repairs, including replacement of protective pipe coatings shall be made by the owner of the damaged facilities, unless other arrangements are made. The expense of repairs of any damage shall be charged to the permittee. If any claim as such liability is made against the City of Brentwood, its officers or employees, permittee shall defend, indemnify and hold them, and each of them harmless from such claim.
7. The applicant must file with the City Engineer a bond or cashier's check payable to the City of Brentwood in an amount equal to the cost of the work plus twenty per cent. Upon satisfactory completion of all work and receipt of a Maintenance Bond in amount equal to 20% of the cost of the work, the bond or cash deposit shall be released. The Maintenance Bond will be held for a period of one (1) year. In the event of noncompliance, the City may deduct from the cash deposit the actual cost incurred by the City pursuant to Section 12.08.150 of the Brentwood Municipal Code. In the event of a bond having been posted, the City may proceed against the surety and principal for the actual cost to the City plus twenty percent.
8. The permittee will provide and maintain insurance in the following types with the following limits:

### General Permittee

- a) Commercial Liability Insurance, occurrence form, with a limit of not less than \$1,000,000.00-\$2,000,000.00 (dependent upon the size of the project) each occurrence. If such insurance contains a general aggregate limit, it shall apply separately to this permit or be no less than two (2) times the occurrence limit. A Certificate of Liability shall be submitted with the City of Brentwood as Additional Insured. It must also include the Additional Insured Endorsement, without the Endorsement the Insurance will be considered invalid.
- b) Automobile Liability Insurance, occurrence form, with a limit of not less than \$1,000,000.00 each occurrence. Such insurance shall include coverage for owned, hired and non-owned automobiles.
- c) Workers Compensation in at least the minimum statutory limits.
- d) Employers' liability insurance, with minimum limits of \$1 million per occurrence.

### Homeowner Permittee

Consideration will be given to projects where home owners are involved and the City of Brentwood will require copies of home owner's insurance certificates for review and file dependent upon the size of the proposed project.

9. Any encroachment permit may be revoked at any time at the option of the City Engineer, whenever:
  - (1) It appears to the City Engineer that the continuing allowance of the encroachment, whether because of changed conditions or otherwise, interferes with the full, adequate or safe public use of the right-of-way or watercourse involved: and/or
  - (2) The permittee fails to comply with or violates any City Ordinance, City standards, safety regulations, or any condition of issuance of the permits.
10. Upon revocation of the permit, the permittee shall immediately restore the public right-of-way or watercourse to a condition as required by the City Engineer. If the restoration is not completed within the time specified by the City Engineer, the City may take any and all necessary action so required to restore the right-of-way or watercourse. Any and all costs incurred by the City for the enforcement of this Section shall be at the expense of the permittee. Cost incurred by the City will be deducted from any deposits and/or bonds posted by the permittee and, if necessary, recovered by legal action.
11. Notify Underground Service Alert 48 hours prior to any excavation at (800) 642-2444.
12. All work performed under this permit is to be in accordance with the standard plans and specifications of the Engineering Department of the City of Brentwood, subject to the inspection and approval of the City Engineer.
13. No changes may be made in the location, dimension, character or duration of the encroachment or use as granted by the permit except upon written authorization of the City Engineer.
14. The granting of the permit does not relieve the applicant of the responsibility of obtaining any other permit required by other public or private agencies, or individuals, i.e. CCCFC & WCD, Corps of Engineers, Dept. of Fish and Game, etc.
15. All site safety measures are the applicant's responsibility, including providing, erecting, and maintaining all warning signs, lights, barriers, or other devices necessary for the protection of the public. When working a city street, at least one 12 foot wide traffic lane shall be open at all times.
16. An approved Traffic control plan must be in place prior to start of work affecting the public right of way.
17. Temporary paving of a minimum of 2 inches of asphalt concrete shall be placed on all excavations within the street at the end of each day's work. It shall be kept in good repair at all times, and when directed by the Engineering Inspector, immediate attention shall be given to correct any noted deficiencies.
18. The hours of work within the public right-of-way shall be the regular hours of 7:00 A.M. to 3:30 P.M., Monday through Friday (excluding holidays). The owner or developer must submit a written request for approval by the City Engineer at least two (2) working days in advance to work during any other hours, weekends, or holidays. Work on days other than regular workdays requires additional compensation for overtime inspection and written approval from the City.

The following special hours of work will be enforced from Monday through Friday:

- (1) Work affecting traffic on Balfour Road, Brentwood Boulevard, Fairview Avenue, Lone Tree Way, Sand Creek Road, Central Boulevard or Walnut Boulevard will be limited to 9:00 am to 3:00
  - (2) Work adjacent to or within fifteen hundred feet (1500') of any school while school is in session will be limited to 9:00 am to 3:00 pm.
  - (3) Work within three hundred feet (300') of occupied residential units and not affecting Balfour Road, Brentwood Boulevard, Fairview Avenue, Lone Tree Way or Walnut Boulevard, south of Balfour Road will be limited to 8:00 am to 4:30 pm.
  - (4) Work in excess of three hundred feet (300') from occupied residential units and not affecting Balfour Road, Brentwood Boulevard, Fairview Avenue, Lone Tree Way or Walnut Boulevard, south of Balfour Road, will be limited to 7:00 am to 5:00 pm.
  - (5) All Saturday work shall be restricted to 9:00 am to 4:00 pm.
19. Upon completion of the work the applicant shall clean the right-of-way of all rubbish, debris, trees, brush, excess materials, temporary structures and equipment. Grounds and landscaping shall be restored to the approval of the property owner.

Any individual or corporation contracting the work within the City of Brentwood is required to have a current City of Brentwood business license.